

ARIZONA DEPARTMENT OF EDUCATION

Lisa Graham Keegan
Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
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SCHOOL FINANCE MEMORANDUM 00-026

TO: Charter School Administrators, Directors, Principals

FROM: Kristen Jordison

DATE: December 14, 1999

SUBJECT: DECEMBER 15, 1999 Basic calculations for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

The December 15, 1999 apportionment reports for your charter school are posted on your charter school's home page on the ADE web site (<http://www.ade.state.az.us/schoolfinance/Districts>). Hard copies of these reports will no longer be mailed. If you need help finding these reports please let me know and I would be happy to assist you.

The December reports are based on the 40th day Average Daily Membership (ADM) reports submitted to the Department of Education by your charter school, if applicable. The data collection staff have processed the 40th day ADM data that has been received and transaction reports (i.e., ADMS 05-1 reports) are now available on the web site. The 40th day ADM summary counts that are used in the calculation of equalization (ADMS 46-1 reports) will soon be available on the same web site.

The January 15, 1999 payment will be based on the your 40th day or 100th day Average Daily Membership (ADM). **Remember your 40th day and your 100th day ADM reports must be received by School Finance no later than 12 days after your 40th day or 100th day in session in order to be eligible for payment.** Any counts received after this deadline will result in a zero payment. If you have any questions regarding ADM please contact Rose Whelihan at (602) 542-8240 or e-mail her at rwhelih@mail1.ade.state.az.us.

If you have any concerns please do not hesitate to call me at (602) 542-8249 or e-mail me at kjordis@mail1.ade.state.az.us.

December 14, 1999